



**REPORT OF THE AUDITOR OF PUBLIC ACCOUNTS  
AUDIT EXAMINATION OF THE  
HARDIN COUNTY  
SHERIFF'S SETTLEMENT - 2000 TAXES**

**August 27, 2001**

**EDWARD B. HATCHETT, JR.  
AUDITOR OF PUBLIC ACCOUNTS  
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**EXECUTIVE SUMMARY**

**AUDIT EXAMINATION OF THE  
HARDIN COUNTY  
SHERIFF'S SETTLEMENT - 2000 TAXES**

**August 27, 2001**

The Auditor of Public Accounts has completed the audit of the Sheriff's Settlement - 2000 Taxes for Hardin County Sheriff as of August 27, 2001. We have issued an unqualified opinion on the financial statement taken as a whole. Based upon the audit work performed, the financial statement is presented fairly in all material respects.

**Financial Condition:**

The Sheriff collected taxes of \$1,264,797 for the districts for 2000 taxes. The Sheriff distributed taxes of \$1,219,348 to the districts. A refund of \$6 is due to the Sheriff from the state.

**Deposits:**

The Sheriff's deposits were insured and collateralized by bank securities or bonds.

**Other Comment:**

- We would like to commend Martha L. Thomas, Hardin County Sheriff, and Donna Cross, Finance Director, for their excellent accounting procedures and recordkeeping. They have demonstrated a high degree of knowledge and proficiency concerning property tax collections and distributions, and of the laws governing them.



## CONTENTS

PAGE

INDEPENDENT AUDITOR'S REPORT .....	1
SHERIFF'S SETTLEMENT - 2000 TAXES .....	3
NOTES TO FINANCIAL STATEMENT .....	4
REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS .....	9





**EDWARD B. HATCHETT, JR.**  
**AUDITOR OF PUBLIC ACCOUNTS**

To the People of Kentucky

Honorable Paul E. Patton, Governor

T. Kevin Flanery, Secretary

Finance and Administration Cabinet

Dana Mayton, Secretary, Revenue Cabinet

Honorable Glen D. Dalton, Hardin County Judge/Executive

Honorable Martha L. Thomas, Hardin County Sheriff

Members of the Hardin County Fiscal Court

Independent Auditor's Report

We have audited the Hardin County Sheriff's Settlement - 2000 Taxes as of August 27, 2001. This tax settlement is the responsibility of the Hardin County Sheriff. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for Sheriff's Tax Settlements issued by the Auditor of Public Accounts, Commonwealth of Kentucky. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the Sheriff's office prepares the financial statement on a prescribed basis of accounting that demonstrates compliance with the modified cash basis and laws of Kentucky, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the Hardin County Sheriff's taxes charged, credited, and paid as of August 27, 2001, in conformity with the basis of accounting described in the preceding paragraph.

To the People of Kentucky

Honorable Paul E. Patton, Governor

T. Kevin Flanery, Secretary

Finance and Administration Cabinet

Dana Mayton, Secretary, Revenue Cabinet

Honorable Glen D. Dalton, Hardin County Judge/Executive

Honorable Martha L. Thomas, Hardin County Sheriff

Members of the Hardin County Fiscal Court

In accordance with Government Auditing Standards, we have also issued our report dated January 25, 2002, on our consideration of the Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

- We would like to commend Martha L. Thomas, Hardin County Sheriff, and Donna Cross, Finance Director, for their excellent accounting procedures and recordkeeping. They have demonstrated a high degree of knowledge and proficiency concerning property tax collections and distributions, and of the laws governing them.

Respectfully submitted,



Edward B. Hatchett, Jr.

Auditor of Public Accounts

Audit fieldwork completed -  
January 25, 2002



HARDIN COUNTY  
MARTHA L. THOMAS, SHERIFF  
SHERIFF'S SETTLEMENT - 2000 TAXES

August 27, 2001

<u>Charges</u>	<u>County Taxes</u>	<u>Special Taxing Districts</u>	<u>School Taxes</u>	<u>State Taxes</u>
Taxes Increased Through Erroneous				
Assessments	\$ 1	\$	\$ 4	\$ 1
Omitted Taxes	233	64	906	289
Franchise Corporation	37,642	10,995	156,141	
Penalties	14,290	4,412	55,019	17,792
Transferred from Outgoing Sheriff	217,189	67,283	842,577	250,992
	<u>269,355</u>	<u>82,754</u>	<u>1,054,647</u>	<u>269,074</u>
Gross Chargeable to Sheriff	\$	\$	\$	\$
	<u>269,355</u>	<u>82,754</u>	<u>1,054,647</u>	<u>269,074</u>
<u>Credits</u>				
Exonerations	\$ 1,578	\$ 436	\$ 6,175	\$ 1,904
Discounts on Watercraft	7	2	41	
Delinquents:				
Real Estate	44,145	14,780	173,730	53,652
County Road Taxes	316			
Tangible Personal Property	3,864	1,142	15,330	12,725
Intangible Personal Property				2,981
Uncollected Franchise	14,245	4,150	59,830	
	<u>64,155</u>	<u>20,510</u>	<u>255,106</u>	<u>71,262</u>
Total Credits	\$	\$	\$	\$
	<u>64,155</u>	<u>20,510</u>	<u>255,106</u>	<u>71,262</u>
Net Tax Yield	\$ 205,200	\$ 62,244	\$ 799,541	\$ 197,812
Less: Commissions *	8,721	2,645	11,993	8,407
	<u>196,479</u>	<u>59,599</u>	<u>787,548</u>	<u>189,405</u>
Net Taxes Due	\$	\$	\$	\$
Taxes Paid	194,350	59,017	779,277	186,704
Refunds (Current and Prior Year)	2,129	582	8,271	2,707
	<u>196,479</u>	<u>59,599</u>	<u>787,548</u>	<u>189,405</u>
Due Districts or (Refund Due Sheriff)				
as of Completion of Fieldwork	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (6)</u>

\* Commissions:

4.25% on \$ 465,256  
1.50% on \$ 799,541

The accompanying notes are an integral part of the financial statement.

HARDIN COUNTY  
NOTES TO FINANCIAL STATEMENT

August 27, 2001

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The Sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a modified cash basis of accounting. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the Sheriff's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). According to KRS 66.480(1)(d) and KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the Sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were met, and as of August 27, 2001, the Sheriff's deposits were fully insured or collateralized at a 100% level with collateral of either pledged securities held by the Sheriff's agent in the Sheriff's name, or provided surety bond which named the Sheriff as beneficiary/obligee on the bond.

HARDIN COUNTY  
NOTES TO FINANCIAL STATEMENT  
August 27, 2001  
(Continued)

Note 3. Tax Collection Period

The real and personal property tax assessments were levied as of January 1, 2000. Property taxes were billed to finance governmental services for the year ended June 30, 2001. Liens are effective when the tax bills become delinquent. The collection period for these assessments was March 7, 2001 through June 5, 2001.

Note 4. Interest Income

The Hardin County Sheriff earned \$9,393 as interest income on 2000 taxes. The Sheriff distributed the appropriate amount to the school district as required by statute, and the remainder will be used to operate the Sheriff's office.

Note 5. Sheriff's 10% Add-On Fee

The Hardin County Sheriff collected \$99,935 of 10% add-on fees allowed by KRS 134.430(3). This amount will be used to operate the Sheriff's office.

Note 6. Advertising Costs

The Hardin County Sheriff collected \$7,698 of advertising costs allowed by KRS 424.330(1) and KRS 134.440(2).

Note 7. Bond Coverage

KRS 134.320 and KRS 134.250 give the Fiscal Court the authority to require the Sheriff to have a county revenue bond. The county revenue bond is meant to cover all tax monies on hand in the Sheriff's office. The Sheriff's county revenue bond was \$1,500,000, which appears to be adequate to protect the county from potential loss.

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REPORT ON COMPLIANCE  
AND ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING BASED ON AN AUDIT OF THE FINANCIAL STATEMENT  
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS





**EDWARD B. HATCHETT, JR.**  
**AUDITOR OF PUBLIC ACCOUNTS**

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Members of the Hardin County Fiscal Court

**Report On Compliance And On Internal Control**  
**Over Financial Reporting Based On An Audit Of The Financial**  
**Statement Performed In Accordance With Government Auditing Standards**

We have audited the Hardin County Sheriff's Settlement - 2000 Taxes as of August 27, 2001, and have issued our report thereon dated January 25, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Hardin County Sheriff's Settlement - 2000 Taxes as of August 27, 2001 is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Hardin County Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

Report On Compliance And On Internal Control  
Over Financial Reporting Based On An Audit Of The Financial  
Statement Performed In Accordance With Government Auditing Standards  
(Continued)

This report is intended solely for the information and use of management and is not intended to be and should not be used by anyone other than the specified party.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Hatchett", with a long horizontal flourish extending to the right.

Edward B. Hatchett, Jr.  
Auditor of Public Accounts

Audit fieldwork completed -  
January 25, 2002



